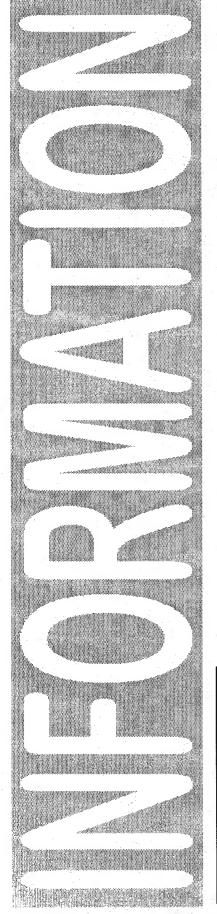


Co-operatives Act 1996

Notices



Service on member of co-operative (s.460)

A notice required under the Act to be given to a member of a co-operative must be done in writing.

A notice or other document required under the Act to be given to a member of a co-operative may be given-

- (a) personally; or
- (b) by post; or
- (c) by publishing the notice in a newspaper circulating generally in Victoria or in the area served by the co-operative, if
 - (i) the co-operative is a non-trading co-operative; or
 - (ii) the member's whereabouts are unknown to the co-operative; or
 - (iii) the Registrar permits the notice to be given to members of that co-operative in that manner.

Circumstances requiring notices - members

- Entry fees and regular subscriptions. (s.78)
- Fines payable by member. (s.80)
- Charge set off against share or interest. (s.81)
- Proposed alteration of rules. (s.112)
- ♦ Meeting to consider active membership resolution. (s.127)
- Intention to declare the membership of a member cancelled. (s. 136)
- ♦ Disclosure statement issuing additional shares. (s. 149)
- ♦ Disclosure statement compulsory share issues. (s.155)

(Continued on page 2)

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The Federation strongly recommends that each co-operative obtains its own professional advice to ensure that the specific circumstance of the co-operative are taken into account.



Co-operative Federation of Victoria Ltd

- Bonus shares. (s. 158)
- Non beneficial ownership of transferred shares. (s.159, 160, 161)
- Notification of change in shareholding. (s. 162)
- Representation of body corporate members. (s. 187)
- Special resolutions. (s. 192)
- Special postal ballots. (s.200)
- Convening a general meeting. (s.206)
- Calling a board meeting. (s.215)
- ♦ Approval of financial accommodation to directors and officers. (s.231)
- Appointment of directors and officers to Registrar. (s.248)
- Disclosure statement depositors. (s.258, Reg 20)
- Disclosure statement debentures. (s.264)
- Disclosure statement compulsory loans. (s.267)
- Voting interest. (s.277)
- Substantial share interest. (s.278)
- Co-operative to inform Registrar of interest over 20%. (s.284)
- Unlisted companies to provide list of shareholders. (s.278)
- ♦ Mergers. (s.301)
- Dissenting shareholders. (s.355)
- Disclosure statement (foreign co-operatives). (s.382)
- Conviction for offence. (s.450)

Circumstances requiring notice - Registrar of Co-operatives

- Disclosure statement issuing additional shares. (s. 149)
- Disclosure statement compulsory share issues. (s.155)
- Special resolutions. (s. 192)
- Disqualified persons. (s.214)
- Appointment of directors and officers. (s.248)
- Change of address of registered office. (s.256)
- Disclosure statement depositors. (s.258, Reg 20)
- Disclosure statement debentures. (s.264)
- Disclosure statement compulsory loans. (s.267)
- Arrangements and Reconstructions. (s.341)
- Certain changes by foreign co-operative. (s.375)
- ♦ Cessation of business (foreign co-operative). (s.377)
- ♦ Disclosure statement mergers. (s.382)